



California  
Department of  
Health Services

**SANDRA SHEWRY**  
*Director*

State of California-Health and Human Services Agency  
**Department of Health Services**



ARNOLD SCHWARZENEGGER  
Governor

July 8, 2005

CHDP Program Letter No.: 05-07

TO: ALL COUNTY CHILD HEALTH AND DISABILITY PREVENTION (CHDP) PROGRAM DIRECTORS, DEPUTY DIRECTORS, STATE CHILDREN'S MEDICAL SERVICES (CMS) BRANCH STAFF AND REGIONAL OFFICE STAFF

SUBJECT: PRIMARY CARE CLINIC SIMULTANEOUS APPLICATION REVIEW PROCESS AND IMPLEMENTATION PROCEDURES FOR ASSEMBLY BILL (AB) 2307 (CHAPTER 449, STATUTES OF 2004) AND CHDP LOCAL PROGRAM REVIEW OF CHDP PROVIDER APPLICATIONS FROM PRIMARY CARE CLINIC LICENSE APPLICANTS

This letter provides a copy of the AB 2307 implementation letter to local CHDP programs and discusses the impact of this statute on local CHDP programs in their review of CHDP provider applications.

### **Instructions to Primary Care Clinic License Applicants**

Attached is a copy of the letter to Primary Care Clinic License Applicants that is posted on the California Department of Health Services (DHS) Licensing and Certification (L&C) website. The letter explains the definitions and procedures for the implementation of AB 2307 (Chapter 449, Statutes of 2004) which added Section 1222 to the Health and Safety Code. This law requires the DHS to develop a simultaneous application review process for the applicant obtaining a primary care clinic license and requesting participation in any of four specified health programs.

Primary Care Clinic License Applicants normally obtain licensing forms from the L&C program website at <http://www.dhs.ca.gov/lnc/centApps/default.htm>. This website now has a link to the application forms required for each of the four health programs, including that of the CHDP program. Local CHDP programs should direct Primary Care Clinic License Applicants to this website or otherwise ensure that they receive the

CHDP Program Letter No.: 05-07  
Page 2  
July 8, 2005

AB 2307 implementation procedures letter and the CHDP program application forms. The CHDP program website at [www.dhs.ca.gov/chdp](http://www.dhs.ca.gov/chdp) also has a link to the L&C program website.

### **Impact to the CHDP Local Program**

Effective with the implementation of AB 2307, CHDP local programs must proceed with the CHDP enrollment process simultaneously with the licensing process conducted by L&C for a Primary Care Clinic License Applicant. A primary care clinic means a community clinic or a free clinic. Providers who are in the process of being licensed as a primary care clinic must indicate "New Applicant with L&C" as indicated in the instructions for item number 12, Medi-Cal Provider Number, on the CHDP Health Assessment Provider Application (DHS 4490).

When the Primary Care Clinic License Applicant has completed the forms for application as a CHDP provider, they are to return them to the appropriate local CHDP program office. The local CHDP program will initiate the application review process, which is unchanged except that it occurs simultaneously with the licensing process.

License approval followed by enrollment as a Medi-Cal provider must occur before the CHDP local program makes a final decision regarding the primary care clinic's participation in the CHDP program. The Primary Care Clinic License Applicant is responsible for notifying the CHDP local program when the clinic has received its "Welcome Letter" from the Medi-Cal program. The welcome letter includes the Medi-Cal provider number assigned to the Clinic and is required for the CHDP local program to proceed with a decision on participation.

If you have any questions, please contact your Regional Nursing Consultant.

**Original Signed by Marian Dalsey, M.D., M.P.H.**

Marian Dalsey, M.D., M.P.H., Acting Chief  
Children's Medical Services Branch

Enclosure